

**Northeast Valley Coalition Against Methamphetamine
Planning Meeting Summary
June 22, 2006**

I. Welcome & Opening Remarks

Brent Stockwell welcomed participants and reminded everyone of the objectives of the State grant and the need to keep moving forward with the coalition's work even in the hot summer months. Karen Kurtz reviewed the deliverables for phase I of the grant including:

- Create a coalition with diverse representation.
- Conduct a needs assessment.
- Create a short term action plan that includes actions needed to engage the community, conduct the needs assessment, and sustain the coalition.
- Complete a long term strategic plan based on the needs assessment.

Ms. Kurtz reminded the coalition that phase II funding will be a competitive process available to those coalitions funded in phase I. She also pointed out that the coalition is not limited to only what is required in the grant. Some coalitions seek other funding and expand beyond the State grant requirements.

II. Revisit Our Shared Vision

The group reviewed the vision statement options created at the May 25th meeting. Ms. Kurtz reminded the group that the vision is short, memorable and is a source of inspiration. The group answered the question: What will our communities be like in terms of meth when we have completed our mission and goals? Participants adopted the following vision statement:

"We are inspired and working toward a meth-free community."

III. Community Discussions

The group discussed the strengths and possible actions created at the April kickoff event. The following questions and observations were raised:

- Community awareness is key. So many people don't realize the problem of meth is real.
- How do we get to all of these people and organizations listed in the document?
- How do we help people "open their minds"?
- What's the focus going to be? The amount of work seems overwhelming.

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- Where do we get good information about the extent of the problem? Anecdotal stories are nice, but we need hard facts from police, hospitals, businesses etc.
- How do we get support from leadership (elected officials, tribal leaders etc.)?
- Treatment options are underrepresented on the list. Need more information and representation from/about treatment providers, the courts, DES and the relationship to domestic violence.
- Identify the resources that currently exist. Inventory what is available and what the gaps are.
- Choose "one front" to attack so we can experience some success to build on and do not get overwhelmed by the enormity of the issue.
- Many grandparents have grandchildren they are raising because of meth. (kinship care).
- Reach the general public by better informing/explaining the why behind restrictions (i.e. PSE ordinances).
- Need to interact with the County anti-meth strike force.
- Are law enforcement agencies working together to address the meth issue? How can we encourage that? What can we do to encourage that?
- Patterns identified:
 - Need for good information.
 - Need to focus – the task is overwhelming.
- Use the three pronged approach of Education, Enforcement, and Treatment as one focal point for the issue.
- Focus on treatment that is considered best practice and supported by research.

The group identified four key directions as the initial focus of their work:

1. Get good data and information on the meth issue (including needs assessment).
2. Identify the best ways and channels to distribute the information about meth.
3. Identify how to best present the data for the intended audiences.
4. Create an inventory of existing community resources to address the impacts of meth including treatment options, resources for families and children impacted by meth.

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IV. Presentation By Partnership For A Drug Free America

Shelly Mowrey, Marketing and Program Director for the Partnership for a Drug Free America, presented the latest television, radio, and print spots related to meth. Ms. Mowrey also that the Partnership is available to do media training for the coalition at some point. The Coalition can be of help by contacting the media and the public access channels in their local communities and encouraging them to use the Partnership's PSA's. The Coalition's name can also be added to the PSA information when the coalition is working with the Partnership. The cost for the video spots is the just the cost of reproducing the DVD.

V. How Shall We Organize Ourselves?

Group	Steering Committee	Subcommittees	Full Coalition
Purpose/ Area of Responsibility	Oversight of the process. Staying on course with the mission, vision, goals and objectives. Plan, organize and facilitate the full coalition meetings.	Data collection Distribution networks for data Best ways to present data Inventory of existing resources	Act as a liaison back to the community/organization represented, Follow the mission/vision, Provide volunteers, Input, Attend all meetings or send a designee
Who should be on?	Create a matrix to select members that represent these characteristics: geographic communities in the coalition, each of the subcommittees, various disciplines (treatment, law enforcement etc.), and people who are in leadership roles or have the capacity to influence change.	Coalition members who are knowledgeable in the topical areas of the subcommittees or have a passion for that area. Including law enforcement, education, treatment, health care, media etc.	Any volunteer who wants to be a part of it.
How often to meet?	Monthly, just before the full coalition meetings whenever possible as long as the schedule doesn't get too long.	As determined by the needs of each subcommittee.	Monthly during the planning process, less frequently once implementation begins.

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What positions/tasks needed?	Chairperson, Recorder, Spokesperson (may be the Chair, but does not have to be). Tasks: set agenda, keep meeting minutes, arrange meeting logistics (space, food, equipment, supplies), communications (notices etc.)	Chairperson, Recorder, Spokesperson (may be the Chair, but does not have to be). Tasks: set agenda, keep meeting minutes, arrange meeting logistics (space, food, equipment, supplies), communications (notices etc.)	Full coalition meetings will be organized and facilitated by the steering committee. Positions and functions are the same as the steering committee.
How will it relate to other committees?	Monitor the progress of the coalition on the plan. Compile progress reports from the subcommittees.	Provide progress reports to the steering committee. Participate in the full coalition meetings.	Participate on the subcommittees.
How will decisions be made?	Make decisions by consensus as a first choice. Use majority rules as a fallback if really get stuck. Have to be present to decide	Make decisions by consensus as a first choice. Use majority rules as a fallback if really get stuck. Have to be present to decide.	Make decisions by consensus as a first choice. Use majority rules as a fallback if really get stuck. Have to be present to decide.
What is needed to sustain it?	Money, leadership, a definite timeline so people know what is expected in terms of a commitment. Communication. Staying concrete in what we are trying to accomplish. Make sure we are accomplishing tangible things. Create a scorecard of some kind to document progress. Recognition, celebrate successes, food.	Same as steering committee.	Same as steering committee.

IV. Building the Coalition

Brent Stockwell announced the need for volunteers for two committees. Four people are needed to review who is currently represented in the coalition and identify which additional players are needed. He also requested 7-8 volunteers interested in serving on a needs assessment committee which would include attending a needs assessment training in August or early September and conducting the needs assessment. Interested volunteers were asked to sign up at the close of the meeting. Brent will also send an email to all coalition members.

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Next Meeting:

The next two meetings are scheduled for:

Thursday, July 27th, 9-noon

Paradise Valley USD

Burgundy Room

15002 North 32nd Street

Phoenix, AZ 85032

Thursday, August 24th, 9-noon

Cave Creek USD

Fine Arts Center

33606 N 60th Street

Cave Creek, AZ 85331